

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF FINANCIAL ASSISTANCE****Mobilehome Park Resident Ownership Program**

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**NOTICE TO POTENTIAL APPLICANTS****RE: REQUEST FOR PROPOSAL (RFP) SURVEY****MOBILEHOME PARK RESIDENT OWNERSHIP PROGRAM****September 15, 2006**

The Mobilehome Park Resident Ownership Program (MPROP) anticipates announcing the availability of MPROP funds in November 2006.

In an effort to determine the funding needs of potential MPROP loan applicants, the enclosed survey has been prepared. Please complete the survey and fax or mail it to Shanita Jefferson, at the above address or phone number, by October 18, 2006. Furthermore, the survey can be downloaded from the internet, completed and returned to Shanita Jefferson, via e-mail, at [Sjeffers@hcd.ca.gov](mailto:Sjeffers@hcd.ca.gov). The survey is located at [http://www.hcd.ca.gov/ca/mprop/FY\\_2005-06\\_Survey\\_Letter](http://www.hcd.ca.gov/ca/mprop/FY_2005-06_Survey_Letter). The information you provide on the survey will be used to assist staff with establishing the RFP criteria.

Information about the MPROP Program can also be accessed on MPROP's website at <http://www.hcd.ca.gov/ca/mprop>.

Should you have any questions regarding the survey, please contact Shanita Jefferson by phone or email at (916) 322-4534.

Sincerely,

Benjamin Dudek  
Program Manager

Enclosure

**Mobilehome Park Resident Ownership Program (MPROP)**  
**Request for Proposal Survey**

1. What is the applicant's name? \_\_\_\_\_

2. What type of ownership structure is proposed for the mobile home park? (*Check one*)

Resident Organization \_\_\_\_\_ Qualifying Nonprofit Organization \_\_\_\_\_ Local Public Entity \_\_\_\_\_

3. What is the name of the Consultant? (*If applicable*) \_\_\_\_\_

4. Who is the contact person? (*Include name, address, e-mail address and telephone number*)

\_\_\_\_\_

5. What is the name of the mobile home park? \_\_\_\_\_

6. Where is the park located? (*City and County*) \_\_\_\_\_

7. Is the park located in a rural area? Yes \_\_\_\_\_ No \_\_\_\_\_

8. Does the applicant have site control of the park? (for example, an executed contract to purchase or an executed irrevocable option agreement? Yes \_\_\_\_\_ No \_\_\_\_\_

(*Answer the next question **only** if the answer to question 8 is "No".*)

9. Is the park currently for sale? Yes \_\_\_\_\_ No \_\_\_\_\_

10. How many spaces are in the park? \_\_\_\_\_

11. Estimated number of low-income residents in the park? \_\_\_\_\_

12. What is the proposed MPROP loan amount? \$ \_\_\_\_\_

13. What type of loan will be requested? (*Check one*)

Conversion loan \_\_\_\_\_ Blanket Loan \_\_\_\_\_ Individual loans \_\_\_\_\_

14. What is the purpose of loan? (*Check at least one*)

Purchase \_\_\_\_\_ Refinance \_\_\_\_\_ Fund Reserves \_\_\_\_\_ Rehabilitation \_\_\_\_\_ Other \_\_\_\_\_

15. What other sources of funds will be used to finance the project?

\_\_\_\_\_

\_\_\_\_\_

16. What is the status of funds listed in Question no. 15? (*Proposed, applied for, committed, funded*)

\_\_\_\_\_

\_\_\_\_\_

17. Would you like to receive technical assistance from the MPROP Program to structure your project before applying for funding? Yes \_\_\_\_\_ No \_\_\_\_\_ (*Be sure contact information is listed in number 4.*)